

5 October 1978

TAT MEMORANDUM FOR: [REDACTED]

Deputy General Counsel

OLC #78- 3202

TAT FROM :

[REDACTED]
Librarian, Office of the General Counsel

SUBJECT : OGC Library Proposal

1. The organization, maintenance, and distribution of open source government documents by OGC and OLC need to be merged and streamlined in order to provide both offices with more efficient and timely services. At the present time, OLC receives reports, bills and hearings and distributes them to OLC staffers assigned to various subject areas. From time to time some of these documents may be sent to some OGC attorneys but not on a regular basis. Sometimes OGC needs documents which OLC doesn't have. OGC Library, in supporting the legislative reference needs of OGC, obtains many of the same documents that OLC gets and retains or distributes these in accordance with the wishes of requesters.

2. OGC Library can offer many services to OLC and save staff time. Further, the library can offer some services to OLC on a continuing basis which it does not receive now. A brief discussion of some of these follows.

- One of the most important parts of any government documents collection is the ability to retrieve materials quickly. OGC Library can provide a central and organized environment for these documents. The library also has the space.

- The ability to retain all of the current documents needed by OLC would enable the library to prepare legislative histories on a continuing basis by request. This is a task traditionally carried out by law libraries because researchers and other staffers are often utilized for more urgent requests on a day-to-day basis. The result is that the job may not get done or that the documents are out of print when the need for the history arises.

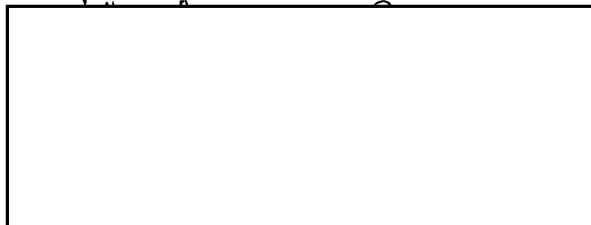
- OGC Library has two librarians who have considerable expertise in the government documents field.

Identification of government documents and their organization is already being done for OGC. Why not include OLC?

- OGC Library already serves NFAC requesters in their reference needs for legislative materials. Our statistics from the OGC reference log indicate that this reference area is growing. The OGC Library can satisfy this need more efficiently if it is a central location for government documents.

- As the tempo of "Charter Legislation" increases, it will be important to have all that transpired in the 95th Congress in one place. It is the foundation for future efforts. Why not centralize this effort?

3. These are only some of my suggestions. Please let me know if you think that the ideas are reasonable and whether or not you think that they will carry out the goal of more efficient and timely service to OLC and OGC.



ST

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

rgc

STAT	FROM: Deputy General Counsel Rm. 7D01, Hqs.	EXTENSION <div style="border: 1px solid black; width: 40px; height: 30px; margin: 5px auto;"></div>	NO. DATE 10 October 1978		
TO: (Officer designation, room number, and building)		DATE <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">RECEIVED</th> <th style="width: 50%;">FORWARDED</th> </tr> </table>	RECEIVED	FORWARDED	OFFICER'S INITIALS COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
RECEIVED	FORWARDED				
1. Fred Hitz, LC Rm. 6C19, Hqs.			Fred,		
2.			I think the attached pro-		
3.			posal by 		
4.			our librarian, is very good.		
5.			She came to us only a little		
6.			over a year ago from the		
7.			Department of Justice and has		
8.			done a bang-up job in creating		
9.			a virtually new library and		
10.			providing services of a kind		
11.			and in a manner of which we		
12.			never had before. I think it		
13.			would be worthwhile for you		
14.			and Stephanie and I to get		
15.			together and let her elaborate		
			further and answer any ques-		
			tions you may have. Give me		
			a buzz.		
			<div style="border: 1px solid black; width: 200px; height: 20px; margin: 10px auto;"></div>		